

**BY ORDER OF THE COMMANDER
AIR MOBILITY COMMAND**

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***Air Mobility Command
Supplement 1***

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Personnel



**ANNUAL AWARDS PROGRAMS RELATED TO
ACQUISITION**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Colonel Jamie L. Adams)
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AFI 36-2835, 1 July 1996, is supplemented as follows: This supplement does not apply to the Air National Guard and United States Air Force Reserve.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1.1.3. (Added) Nomination Responsibilities and Procedures. While there is no prescribed format, nominations should not exceed one typewritten page. In order to be considered, all nominations will arrive at the AMC Contracting Division (HQ AMC/LGC, 402 Scott Drive Unit 2A2, Scott AFB IL 62225-5308) no later than the 20th calendar day following the end of the quarter. The AMC Director of Contracting (LGC) will select award recipients based on the criteria listed in **Table 1.1 (Added)** Each contracting organization may submit only one nominee per quarter in the award category of their choice.

Table 1.1 (Added) Nomination Criteria

AWARD CATEGORIES	TYPE	ELIGIBILITY	AMC CONTRACTING ORGANIZATIONS MAY NOMINATE
AMC Pricing/Negotiation Achievement Award (Quarterly)	Individual	Focus evaluations on pricing and negotiation achievements in such areas as partnering with customers and contractors, improving pricing procedures, utilizing market research results, identifying and successfully challenging excessive costs/prices, and documenting cost/price analyses or negotiation results.	Single Individual or single team of individuals
AMC Contracting Achievement Award (Quarterly)	Individual	Focus evaluations on mission and customer support achievements that used innovative techniques to perform commodity, construction or service acquisitions. Focus on those people that formulated and accomplished their tasks in ways that understood, took into consideration, and harnessed the power of the marketplace to save time, money, or man-hours. This includes but is not limited to achievements in using Commercial Contracting, Performance Based Acquisition, and Market Research in Statement of Work and Solicitation development and contract administration.	Single individual or single team of individuals
AMC Customer Service Award (Quarterly)	Individual	Focus evaluations on achievements in serving, training, and partnering with customers within and outside the contracting organization. This category includes achievements involving proactive work in the planning, forecasting, and execution of customer requirements. This category would also include achievements in paperless and electronic contracting, the standard procurement system, and the International Merchant Purchase Authorization Card (IMPAC) program.	Single individual or single team of individuals

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Deputy Director of Logistics